

Exhibit 300: Capital Asset Plan and Business Case Summary

Part I: Summary Information And Justification (All Capital Assets)

Section A: Overview (All Capital Assets)

1. Date of Submission: 2010-03-19 14:57:24

2. Agency: 027

3. Bureau: 00

4. Name of this Investment: Human Resources Line of Business (HR LOB)

5. Unique Project (Investment) Identifier: 027-00-01-99-01-1200-24

6. What kind of investment will this be in FY 2011?: Multi-Agency Collaboration

- Planning
- Full Acquisition
- Operations and Maintenance
- Mixed Life Cycle
- Multi-Agency Collaboration

7. What was the first budget year this investment was submitted to OMB? *

8. Provide a brief summary and justification for this investment, including a brief description of how this closes in part or in whole an identified agency performance gap; this description may include links to relevant information which should include relevant GAO reports, and links to relevant findings of independent audits.

The HR LOB is a strategic and transformational initiative that directly supports OPM's vision "The Federal Government will become America's model employer for the 21st century". HR LOB is essential to OPM's role to implement effective HR policies, products and services as the initiative drives improved HR solutions and services through the establishment of Shared Service Centers (SSCs), service delivery models and strategies for agencies. HR LOB supports agencies in implementing strategic and consultative HR practices through migration of selected HR functions to SSCs consistent with the business model determined by the agency. HR LOB's role in defining the business model and functions while holding SSCs accountable for meeting agencies' needs is essential to improved services. The current environment hinders the government's ability to use competitive sourcing strategies in a comprehensive manner. The HR LOB approach allows the government to take steps to improve the delivery of HR services while addressing issues facing the management of HR including redundant and duplicative systems investment and operations, disjointed and non-interoperable systems and data, declining knowledge-based HR workforce, declining HR service delivery, lack of integration between all aspects of HR services, and lack of measured and accountable HR service delivery. The HR LOB objective is to identify and implement systems, best practices, migration strategies and key interfaces to develop common business processes and solutions. The HR common solution is a market driven approach where service providers competing for government business are driven to provide the best services and most innovative solutions at the lowest cost. HR LOB has established public and private SSCs to provide technology solutions to support multiple agencies with HR Information Technology, HR management, and back office activities. Five Federal and four private sector SSCs have been selected and established to leverage economies of scale, reduce costs, and increase the quality and consistency of services provided. The vision of the HR LOB is to create a framework for a Government-wide, modern, cost effective, standardized, and interoperable HR solution(s) that provide common core functionality and maximize automation of processes to support the strategic management of human capital.

- a. Provide here the date of any approved rebaselining within the past year, the date for the most recent (or planned) alternatives analysis for this investment, and whether this investment has a risk management plan and risk register.**

9. Did the Agency's Executive/Investment Committee approve this request? *

a. If "yes," what was the date of this approval? *

10. Contact information of Program/Project Manager?

- Name: *
- Phone Number: *
- Email: *

11. What project management qualifications does the Project Manager have? (per FAC-P/PM)? *

- Project manager has been validated according to FAC-PMPM or DAWIA criteria as qualified for this investment.
- Project manager qualifications according to FAC-P/PM or DAWIA criteria is under review for this investment.
- Project manager assigned to investment, but does not meet requirements according to FAC-P/OM or DAWIA criteria.
- Project manager assigned but qualification status review has not yet started.
- No project manager has yet been assigned to this investment.

12. If this investment is a financial management system, then please fill out the following as reported in the most recent financial systems inventory (FMSI):

Financial management system name(s)	System acronym	Unique Project Identifier (UPI) number
*	*	*

a. If this investment is a financial management system AND the investment is part of the core financial system then select the primary FFMIA compliance area that this investment addresses (choose only one): *

- computer system security requirement;
- internal control system requirement;
- core financial system requirement according to FSIO standards;
- Federal accounting standard;
- U.S. Government Standard General Ledger at the Transaction Level;
- this is a core financial system, but does not address a FFMIA compliance area;
- Not a core financial system; does not need to comply with FFMIA

Section B: Summary of Funding (Budget Authority for Capital Assets)

1.

Table 1: SUMMARY OF FUNDING FOR PROJECT PHASES (REPORTED IN MILLIONS) (Estimates for BY+1 and beyond are for planning purposes only and do not represent budget decisions)									
	PY1 and earlier	PY 2009	CY 2010	BY 2011	BY+1 2012	BY+2 2013	BY+3 2014	BY+4 and beyond	Total
Planning:	*	*	*	*	*	*	*	*	*
Acquisition:	*	*	*	*	*	*	*	*	*
Subtotal Planning & Acquisition:	*	*	*	*	*	*	*	*	*
Operations & Maintenance:	*	*	*	*	*	*	*	*	*
Disposition Costs (optional):	*	*	*	*	*	*	*	*	*
SUBTOTAL:	*	*	*	*	*	*	*	*	*
Government FTE Costs should not be included in the amounts provided above.									
Government FTE Costs	*	*	*	*	*	*	*	*	*
Number of FTE represented by Costs:	*	*	*	*	*	*	*	*	*
TOTAL(including FTE costs)	*	*	*	*	*	*	*	*	*

2. If the summary of funding has changed from the FY 2010 President's Budget request, briefly explain those changes:

*

Section C: Acquisition/Contract Strategy (All Capital Assets)

1.

Table 1: Contracts/Task Orders Table

Contract or Task Order Number	Type of Contract/Task Order (In accordance with FAR Part 16)	Has the contract been awarded (Y/N)	If so what is the date of the award? If not, what is the planned award date?	Start date of Contract/Task Order	End date of Contract/Task Order	Total Value of Contract/Task Order (M)	Is this an Interagency Acquisition? (Y/N)	Is it performance based? (Y/N)	Competitively awarded? (Y/N)	What, if any, alternative financing option is being used? (ESPC, UESC, EUL, N/A)	Is EVM in the contract? (Y/N)
OPM0700034	FFP	Y	2003-04-15	2003-04-15	2012-03-31	\$25.0	*	*	*	*	*

2. If earned value is not required or will not be a contract requirement for any of the contracts or task orders above, explain why:

*

3. Is there an acquisition plan which reflects the requirements of FAR Subpart 7.1 and has been approved in accordance with agency requirements? *

a. If "yes," what is the date? *

Section D: Performance Information (All Capital Assets)

Table 1: Performance Information Table

Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
2009	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Complete Consolidation and migration of civilian payroll processing	23	5	5
2009	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Percent of Scorecard agencies using Shared Service Centers (SSC) solutions	68%	72%	72%
2009	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Percent of personnel actions and benefit management transactions processed through Shared Service Centers (SSC)	86%	90%	81%
2009	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Percent of HR LOB customers satisfied	80%	80%	87.28%
2010	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Engage all partner agencies in an effective governance of the HR LOB initiative	24	24	TBD
2010	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Complete the Payroll benchmarking analysis study	0	1	TBD
2010	Federal Agencies will be recognized as leaders in having exemplary	*	*	Publish the HR LOB modernization roadmap by May 1, 2010	0	1	TBD

Table 1: Performance Information Table

Fiscal Year	Strategic Goal(s) Supported	Measurement Area	Measurement Grouping	Measurement Indicator	Baseline	Target	Actual Results
	human resources practices.						
2010	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Assess HR LOB providers	0	2	TBD
2011	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Engage all partner agencies in an effective governance of the HR LOB initiative	24	24	TBD
2011	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Assess HR LOB providers	2	2	TBD
2011	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Complete the Payroll benchmarking study	2	1	TBD
2011	Federal Agencies will be recognized as leaders in having exemplary human resources practices.	*	*	Publish the HR LOB expanded common solution integration report	0	1	TBD

Part IV: Planning For "Multi-Agency Collaboration" ONLY

Section A: Multi-Agency Collaboration Oversight (All Capital Assets)

1. Stakeholder Table:

Partner Agency	Joint exhibit approval date
*	*

2. Partner Capital Assets within this Investment:

Partner Agency	Partner Agency Asset Title	Partner Agency Exhibit 53 UPI (BY 2011)
*	*	*

3. Partner Funding Strategies (\$millions):

Partner Agency	Partner exhibit 53 UPI (BY 2011)	CY Contribution	CY Fee-for-Service	BY Contribution	BY Fee-for-Service
*	*	*	*	*	*

1. Did you conduct an alternatives analysis for this investment? *

a. If "yes," provide the date the analysis was completed? *

b. If "no," what is the anticipated date this analysis will be completed? *

c. If no analysis is planned, please briefly explain why:

*

2. Does this investment replace any legacy systems investments? Disposition costs (costs of retirement of legacy systems) may be included as a category in Part I, Section B, Summary of Funding, or in separate investments, classified as major or non-major. For legacy system investments being replaced by this investment, include the following data on these legacy investments.

4. Legacy Systems Being Replaced

Name of the Legacy Investment of Systems	UPI if available	Date of the System Retirement
*	*	*

3. For Multi-Agency Investments, Cost and Schedule Milestone table should be completed in the same format as Part II Section A and Part III Section A, above. NOTE: The Ex 300 schema includes an optional Work Breakdown Structure (WBS) field that is not depicted in the table below.

5. Comparison of Actual Work Completed and Actual Costs to Current Approved Baseline

Description of Milestones	Planned Cost (\$M)	Actual Cost (\$M)	Planned Start Date	Actual Start Date	Planned Completion Date	Actual Completion Date	Planned Percent Complete	Actual Percent Complete
Planning and Strategy Formulation	\$1.2	\$1.2	2008-10-01	2008-10-01	2009-09-30	2009-03-30	100.00%	100.00%
Complete the HR LOB SSC Assessment Framework	\$1.0	\$1.0	2008-10-01	2008-10-01	2009-09-30	2009-09-30	100.00%	100.00%
Publish the HR LOB Common	\$0.8	\$0.8	2008-10-01	2008-10-01	2009-09-30	2009-09-30	100.00%	100.00%

5. Comparison of Actual Work Completed and Actual Costs to Current Approved Baseline								
Description of Milestones	Planned Cost (\$M)	Actual Cost (\$M)	Planned Start Date	Actual Start Date	Planned Completion Date	Actual Completion Date	Planned Percent Complete	Actual Percent Complete
Solution Integration Report								
Performance and migration support	\$1.4	\$1.4	2008-10-01	2008-10-01	2009-09-30	2009-09-30	100.00%	100.00%
Planning and Strategy Formulation	\$1.9	\$1.7	2009-10-01	2009-10-01	2010-09-30		92.00%	92.00%
Performance Management Framework	\$0.4	\$0.3	2009-10-01	2009-10-01	2010-09-30		92.00%	92.00%
SSC Support and Management	\$0.1	\$0.1	2009-10-01	2009-10-01	2010-09-30		92.00%	92.00%
HR IT Transformation	\$0.9	\$0.9	2009-10-01	2009-10-01	2010-09-30		92.00%	92.00%
Provider Assessment	\$1.1	\$1.0	2009-10-01	2009-10-01	2010-09-30		92.00%	92.00%
Planning and Strategy Formulation	*	*	2010-10-01		2011-09-30		0.00%	0.00%
Performance Management Framework	*	*	2010-10-01		2011-09-30		0.00%	0.00%
SSC Support and Management	*	*	2010-10-01		2011-09-30		0.00%	0.00%
HR IT Transformation	*	*	2010-10-01		2011-09-30		0.00%	0.00%
Provider Assessment	*	*	2010-10-01		2011-09-30		0.00%	0.00%

* - Indicates data is redacted.